

THE CITY CHURCH - REYNOLDSBURG

Funerals & Celebration of Life Services

The City Church - Reynoldsburg is honored to provide a welcoming and respectful space for families to gather, remember, and celebrate the life of a loved one.

Sanctuary Use

At this time, our sanctuary is the only space available for funeral and Celebration of Life services. The sanctuary is currently configured to accommodate **up to 200 guests** and may be expanded to accommodate **up to 250 guests** with advance notice and approval.

Facility use is provided for a maximum of **four (4) hours**, including set-up, the wake/family receiving hour, the Celebration of Life service, and departure.

At this time, we are not able to accommodate repasts/repasses, meals, or post-service receptions on our campus.

Included Amenities

- 18' x 19.8' LED video screen
- Front-of-house sound system
- Sonos audio system
- Microphones
- Available musical instruments
- Sound engineer
- Visual media / LED screen operator

Families and/or funeral homes are responsible for providing any photos, videos, presentations, music, or other media needed for the service in accordance with our media submission requirements.

Facility Fees

Service	Fee
Sound Engineer	\$100
Visual Media / LED Screen Operator	\$50
Cleaning Fee	\$150
Parking Lot Attendant(s)	\$100
Total Facility Cost	\$400

The above fees cover the four-hour facility-use period. Additional time, when available and approved in advance, may be subject to additional fees.

Staffing

The City Church - Reynoldsburg does **not** provide greeters, hosts, ushers, pallbearers, or other funeral-service personnel. Families and/or the servicing funeral home are responsible for coordinating these roles.

Parking Lot Attendant(s) are included in the required facility fees to assist with parking and traffic flow on church property.

Facility Guidelines

- **Food and beverages are not permitted** in the sanctuary or any other carpeted area.
- Repasts/repasses, meals, and post-service receptions cannot currently be accommodated.
- **Firearms and other weapons are not permitted on church property.**
- As a Christian church, all services, ceremonies, observances, rituals, and activities conducted on church property must be consistent with the **Christian faith and biblical beliefs of The City Church - Reynoldsburg.**
- Ceremonies or rituals rooted in other religious or spiritual traditions are not permitted. **Recognized military funeral honors are permitted.**
- Any special ceremonial, religious, musical, audiovisual, or facility requests should be discussed with church leadership in advance.
- All set-up, wake/family receiving time, the Celebration of Life service, and departure must occur within the four-hour facility-use period.

The City Church - Reynoldsburg reserves the right to decline or discontinue facility use when church policies, safety requirements, or facility guidelines are not followed.

Safety & Security

The City Church - Reynoldsburg may require law-enforcement or security presence for a funeral or Celebration of Life service when deemed necessary based on anticipated attendance, safety concerns, circumstances surrounding the service, or other relevant considerations.

When law-enforcement presence is required, arrangements may be made through the **Licking County Sheriff's Office at (740) 670-5555**. Any associated law-enforcement or security costs are the responsibility of the funeral home and/or family.

Scheduling & Approval

Facility use is subject to church availability and approval. **Submitting an inquiry does not reserve or guarantee a date.** A funeral or Celebration of Life service is considered confirmed only after the requested date and time have been approved and all required arrangements have been completed.

Families and funeral homes are encouraged to contact us as early as possible regarding availability, service timing, media needs, musical requirements, ceremonial elements, and any special accommodations.

Our goal is to provide a respectful, well-prepared environment where families can honor the life and legacy of their loved one.